

**LOUISIANA DEPARTMENT OF ENVIRONMENTAL QUALITY  
OES, PUBLIC PARTICIPATION AND PERMIT SUPPORT DIVISION  
NOTIFICATIONS AND ACCREDITATIONS SECTION**



**Required Elements for Asbestos Management Plans for School and State Buildings  
Form AAC-8  
LAC 33:III.Chapter 27**

**Directions:** Please note that the current AAC-8 form is an interactive Asbestos Management Plan and the information shall be typed or legibly hand written on the form itself, not referencing another document as in the previous AAC-8 form. This form must be completed properly and submitted as the asbestos Management Plan required for a school (Kindergarten through Post-graduate), state owned, leased, or state-used building. **A written explanation must be provided for any incomplete section.** The explanation must be included in the section or if too long, attached behind the corresponding section. You may find the following link useful, complete with Most Frequently Asked Questions, forms, Training Providers, etc: <http://www.deq.louisiana.gov/portal/tabid/2883/Default.aspx>.

Completion of the AAC-8 will ensure that the Management Plan meets federal (40 CFR Part 763.93) and state (**LAC 33:III.Chapter 27**) requirements and will facilitate accurate and timely state review.

All **schools** must submit their Asbestos Management Plan directly to: **LDEQ, OES, Public Participation and Permit Support Division, Notifications and Accreditations Section, P.O. Box 4313, Baton Rouge, LA 70821-4313.**

Any Asbestos Management Plan for a **state building**, whether it is owned, leased, or otherwise used as a state building must submit the Asbestos Management Plan directly to: **Real Estate Leasing Administrator, Division of Administration, Facility Planning and Control, Real Estate Leasing Section, P.O. Box 94095, Baton Rouge, LA 70804-9095.**

**APPLICABILITY:**

This building is being used for the following purpose:

- |  |  |
|--|--|
| <input type="checkbox"/> School (Kindergarten through Post-Graduate) | <input type="checkbox"/> New School (Constructed after October 12, 1988) |
| <input type="checkbox"/> State building (Owned, Leased, or Used)     | <input type="checkbox"/> Other: _____                                    |

**STATE BUILDING EXEMPTION (LAC 33:III.2701.B)**

**I. If the following exemption applies, complete pages 1, 2, Section A, and provide supporting evidence as applicable.**

1. ☐ This building is **not** a school building (see definition of school building) used for grades kindergarten through post-graduate; and
2. ☐ This state building was built after 1978 and is exempt from the requirements of this Chapter because there is no possibility of the presence of asbestos (**LAC 33:III.2701.B.2**); or
3. ☐ This state building was built before 1979 and is exempt from the requirements of this Chapter because an inspection was conducted in accordance with **LAC 33:III.2707.A**, and no asbestos is contained in the building, provided that:
  - a. a copy of the inspection report is submitted within 90 days of the inspection;
  - b. a copy of the report is maintained at the administrative office; and
  - c. no asbestos material was added in a renovation.

**II. If an exemption is being requested from the requirements of submitting an asbestos Management Plan as indicated in **LAC 33:III.2701.B.2**, “State buildings built after 1978 are exempt from the requirements of this Chapter unless there is the possibility of the presence of asbestos or the building is used for education of grades kindergarten through post-graduate.”**

The undersigned does hereby certify that the building will be used as a state building and there is no possibility of the presence of asbestos in the building as stated above (**LAC 33:III.2701.B.2**).

Responsible Individual (printed/typed name): \_\_\_\_\_  
Responsible Individual Signature: \_\_\_\_\_  
Responsible Individual Contact Information: Phone No: ( ) \_\_\_\_\_  
Fax No: ( ) \_\_\_\_\_ Email Address: \_\_\_\_\_

**III. If an exemption is being requested from the requirements of submitting an asbestos Management Plan as indicated in **LAC 33:III.2701.B.3**, “This state building was built before 1979 and is exempt from the requirements of this Chapter because an inspection was conducted in accordance with **LAC 33:III.2707.A**, and no asbestos is contained in the building,” attach the inspection report as noted above and a copy of current Louisiana inspector accreditation certificate behind this page. (**LAC 33:III.2707.A.3**)**

Name of Louisiana Accredited Inspector: \_\_\_\_\_  
Louisiana Accredited Inspector Signature: \_\_\_\_\_  
Louisiana DEQ Accreditation No: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_

**STATE BUILDING EXEMPTION (Continued) (LAC 33:III.2735.C)**

\*Please note that, in accordance with LAC 33:III.2735.B, “**If ACBM is subsequently found** in a homogeneous or sampling area of the **state government** [the responsible party for the state building] that had been identified as receiving an exclusion by an accredited inspector under Paragraph A.3, 4, or 5 of this Section, or an architect, project engineer, or accredited inspector under Paragraph A.7 of this Section, the state government [responsible party for the state building] shall have 180 days following the date of identification of ACBM to comply with this Chapter.”

## **SCHOOL BUILDING EXCLUSIONS (LAC 33:III.2735)**

### **I. If the following exclusions apply, complete pages 1, Section A, and provide supporting evidence as applicable.**

- a. ☐ An architect or project engineer responsible for the **construction of a new school building built after October 12, 1988**, or an accredited inspector signs a statement that no ACBM was specified as a building material in any construction document for the building or, to the best of his or her knowledge, no ACBM was used as a building material in the building. The local education agency **shall submit a copy of the signed statement of the architect, project engineer, or accredited inspector to the Office of Environmental Services and shall include the statement in the management plan for that school.**

**The signed statement (supporting evidence) shall be placed behind this Section.**

\*Please note that, in accordance with LAC 33:III.2735.B, “**If ACBM is subsequently found** in a homogeneous or sampling area of a **local education agency** or the state government [responsible party for the state building] that had been identified as receiving an exclusion by an accredited inspector under Paragraph A.3, 4, or 5 of this Section, or an architect, project engineer, or accredited inspector under Paragraph A.7 of this Section, the local education agency or the state government [responsible party for the state building] shall have 180 days following the date of identification of ACBM to comply with this Chapter.”

- b. ☐ If the school or state bldg has been abated, and a thorough reinspection has confirmed that there is **no friable and nonfriable known or assumed ACBM in each building, further reinspections are no longer required (LAC 33:III.2707.B.1).**

\*Note in the management plan all of the information contained in the reinspection, including the inspection report, sampling and analysis report, inspector’s name, address, contact information, including telephone no and email address, etc.

- c. ☐ If the school meets either a. or b. above, periodic surveillance is no longer required.

**\*There are no exclusions from maintaining an Asbestos Management Plan for schools, which shall be kept in the administrative office for review.** The management plan shall be available, without cost or restriction, for inspection by representatives of EPA and the state, and the public, including parents, teachers, other school or public personnel, and their representatives. The local education agency or the responsible party for the state building may charge a reasonable cost to make copies of management plans. (LAC 33:III.2723.F.1)

## Section A

\*Print Legibly or Type\*

### **FACILITY INFORMATION** **(LAC 33:III.2723.D.1)**

#### **I. Building Information (Required):**

Name of Building			
Building Address			
	City:	State:	Zip code:
Date of Construction of Building			

#### **II. Mailing Information Required if for a School or School Building:**

Responsible Official for School Print/Type Name & Title			
School is Owned by: <input type="checkbox"/> City <input type="checkbox"/> Parish <input type="checkbox"/> State <input type="checkbox"/> Private	Name of Building Owner (School Board, other)		
Mailing Address			
	City:	State:	Zip code:

#### **III. Lessor Information (Required if building is leased):**

Lessor's Name			
Lessor's Address			
	City:	State:	Zip code:
Lessor's Contact Person			
Lessor's Email Address			
Lessor's Telephone No. (      )	Lessor's Fax No. (      )		

#### **IV. Is Asbestos present in the building?**

☐ Yes                      ☐ No

#### **V. Yes, the building contains:**

- ☐ Friable ACBM  
☐ Nonfriable ACBM  
☐ Friable and Nonfriable suspected ACBM assumed to ACBM

## Section B

### **INSPECTIONS CONDUCTED**

(Check Appropriate Box)

- ☐ Inspections conducted before December 14, 1987 – Complete all Section A and B, Part I.  
(*LAC 33:III.2723.D.2*)
- ☐ Inspections conducted after December 14, 1987 – Complete all Sections A-G, except  
Section B, Part I. (*LAC 33:III.2723.D.3 and 2707*)

If the inspection report was conducted before December 14, 1987, attach inspection report behind Section B, Part I.

If the inspection report was conducted after December 14, 1987, attach inspection report behind Section B, Part II.

**Section B**  
**Part I**

**A. The following shall be included for each inspection conducted before December 14, 1987:**

☐ Date of Inspection (*LAC 33:III.2723.D.2.a*)

☐ Bulk Sampling Location Diagram – (*LAC 33:III.2723.D.2.b*):

Location of Sampling Area	Approx. Square or Linear ft of any Homogeneous or Sampling Areas where Material was Sampled for Asbestos Containing Material (ACM)	Exact Locations where Bulk Samples were Collected	Date of Collection

Attach blueprints, diagrams or written descriptions of all homogeneous or sampling areas behind Section B, Part I.

## Section B

### Part I

☐ Analysis (*LAC 33:III.2723.D.2.c*):

- Copy of analyses of any bulk samples taken
- Date of Analyses
- Copy of any other lab reports pertaining to the analyses

☐ Response Actions/Preventative Measures (*LAC 33:III.2723.D.2.d*):

- Description of any response actions or preventative measures taken to reduce exposure
- Names and addresses of the contractors involved
- Start and completion dates of the work
- Results of any air samples analyzed during and upon completion of work

☐ A description of assessments, required to be made of material that was identified before December 14, 1987, as friable Asbestos Containing Building Material (ACBM), including all Thermal System Insulation (TSI) or friable suspected ACBM (*LAC 33:III.2723.D.2.e*).



**Section B**  
**Part I**

☐ Accreditation information for each person making assessment (*LAC 33:III.2723.D.2.e*):

Name	Accreditation No	Expiration Date	Signature

**Section B**  
**Part II**

**B. The following shall be included for each inspection conducted after December 14, 1987:**

List the following information for each accredited inspector who performed the inspection and re-inspection(s). (*LAC 33:III.2707.A.2, 2705, 2709, & 2711*). For state owned, leased or otherwise used state buildings only, 3 year re-inspections are not required; however, 6 month surveillance is required. Please attach a copy of each inspector's Louisiana DEQ accreditation certificate behind Section B, Part II.

Inspection/Re-inspection Date	Inspector's Name (Printed or Typed)	Louisiana Accreditation No	Inspector's Signature

### Sampling:

- Attach the document behind Section B, Part III. (*LAC 33:III.2709*)

- C. Describe the manner used to determine sampling location. Attach written statement behind Section B, Part III. (*LAC 33:III.2709*)

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

Date of Expiration: \_\_\_\_\_

## Section B Part IV

### A. Laboratory and Analysis Information (*LAC 33:III.2711*)

In accordance with *LAC 33:I.Chapter 45*, LELAP Accreditation is required by laboratories performing analysis. Attach a copy of the LELAP accreditation certificate behind Section B, Part III.

Attach a copy of the analyses of any bulk samples collected and analyzed. Place analyses report behind Section B, Part IV of the application. The Lab analysis **MUST** include the following:

- ☐ Name of Laboratory that analyzed the bulk samples;
- ☐ Address of Laboratory;
- ☐ Statement that Laboratory meets the requirements of *LAC 33:III.2711.A*;
- ☐ Date of Analysis;
- ☐ Name of person performing the analysis; and
- ☐ Signature of person performing the analysis.

### B. Assessment (*LAC 33:III.2713*)

Within 30 days of the assessment, an accredited inspector shall provide a written assessment required by *LAC 33:III.2713* for **all** ACBM and suspected ACBM assumed to be ACM. Classification shall be given as indicated in *LAC 33:III.2713.B.1-7*, eg. indicate whether the ACM is damaged or significantly damaged thermal system insulation, damaged friable surfacing, etc. Write in space below or attach written statement behind Section B, Part IV.

- ☐ Check if there is no ACM is in the building:

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Name of Louisiana Inspector Collecting Samples: \_\_\_\_\_

Accredited Inspector's Signature: \_\_\_\_\_

Louisiana Accreditation No: \_\_\_\_\_

Date of Expiration: \_\_\_\_\_

## Section C

### **DESIGNATED PERSON** **(LAC 33:III.2705.A.7 and 2705.A.8)**

Name of Designated Person:	
Address of Designated Person:	
Phone Number:	
Fax Number:	
E-mail of Designated Person:	

Attach copy of the training certificate received by the Designated Person from a recognized trainer. Place the certificate behind Section C. You may find a list of Training Providers that teach this course on the Asbestos Web page at <http://www.deq.louisiana.gov/portal/tabid/2883/Default.aspx>.

Course Name:	
Date of Training:	
Length of Training (hours):	
Training Organization:	
Instructor(s):	

Note: Training must be completed within 6 months of submitting the Management Plan to LDEQ.

## Section D

### **RESPONSE ACTIONS**

A. Attach recommendations made to the **local education agency** (LEA) regarding Response Actions under ***LAC 33:III.2717***. Attach recommendations behind Section D.

☐ Check if the building is **NOT** used for Educational purposes.

☐ Check if there is no ACM in the building.

Name of Person Making Recommendation: \_\_\_\_\_

Recommendation Person's Signature: \_\_\_\_\_

Louisiana DEQ Accreditation No: \_\_\_\_\_

Date of Expiration: \_\_\_\_\_

## Section D

B. Provide the following written detailed description of preventive measures/response actions to be taken for any friable ACBM, including the following: (*LAC 33:III.2723.D.6*) Recordkeeping Requirements are to be maintained as part of the management plan (*LAC 33:III.2725*)

Methods to be used	
Location where measure or action will be taken	
Reason for selecting response action or preventive measure	
Beginning date	
Completion date	

## Section D

- C. Provide a detailed description in the form of blueprint, diagram, or written location description of ACBM, or assumed ACM, that does or will remain after response action. Attachment, if any should be placed behind Section D. (*LAC 33:III.2723.D.8*)

☐ Check if there is no ACM in the building.

- D. The undersigned does hereby certify that he/she is accredited under the provision of Appendix A of *LAC 33:III.2799.Appendix A*. (This applies to the person who inspected for ACBM and who will design or carry out response action, except O & M). (*LAC 33:III.2723.D.7*)

Louisiana Accredited Inspector's Name: \_\_\_\_\_

Inspector's Signature: \_\_\_\_\_

Louisiana DEQ Accreditation No: \_\_\_\_\_

Date of Expiration: \_\_\_\_\_

Louisiana Accredited Project Designer's Name: \_\_\_\_\_

Project Designer's Signature: \_\_\_\_\_

Louisiana DEQ Accreditation No: \_\_\_\_\_

Date of Expiration: \_\_\_\_\_



## Section E

### **ACTIVITY PLANS**

***(LAC 33:III.2723.D.9)***

☐ Check if there is no ACM in the building.

If there is ACM in the building, attach the following:

- A. Attach a written plan for Re-inspection behind Section E (Required only for schools, including post graduate facilities, i.e. universities, etc. in accordance with ***LAC 33:III.2707***).
- B. Attach a written plan for Periodic Surveillance behind Section E (Required for all schools and state owned, leased, or otherwise used buildings ***LAC 33:III.2721.B***).
- C. Attach a copy of the Operations and Maintenance plan behind Section E. The O & M plan must be completed in accordance with ***LAC 33:III.2719***.
- D. Attach a copy of the Management Planner's recommendation regarding additional cleaning under ***LAC 33:III.2719.C.2*** as part of an operations, maintenance, and repair program.
- E. Attach a copy of the Response to the Management Planner's recommendation by the local education agency (LEA) or owner or responsible party of the state owned, leased or used building.

## **Section F**

### **NOTIFICATIONS AND RESOURCES EVALUATION**

Attach the following behind Section F:

#### **NOTIFICATION**

Attach a copy of the notification letter sent to parents, teachers, and employees concerning the availability of the Management Plan, including any response actions or activities that took place. Attach behind Section F. (*LAC 33:III.2723.F and LAC 33:III.2723.D.10*)

#### **RESOURCES EVALUATION**

Attach an evaluation of resources needed to complete response actions successfully and carry out re-inspection(s), operations and maintenance activities, periodic surveillance, and training. Attach behind Section F. (*LAC 33:III.2723.D.11*)

### **MANAGEMENT PLAN CONTRIBUTORS**

A. List the accredited management planner and all other consultants who contributed to the Management Plan. Attach Louisiana accreditation certificate for current asbestos management planner behind Section F. (*LAC 33:III.2723.D.12*)

<b>Name</b>	<b>Accreditation No.</b>	<b>Expiration Date</b>	<b>Signature</b>	<b>Email address</b>

**B. THIRD PARTY ASBESTOS MANAGEMENT PLAN REVIEWER** (optional)

A local education agency or the responsible party for the state building may require each management plan to contain a statement signed by a third party accredited management planner as a reviewer to the current accredited management planner, that such person has prepared or assisted in the preparation of such plan or has reviewed such plan, and that such plan is in compliance with ***LAC 33:III.Chapter 27. (LAC 33:III.2723.E)***

☐ Statement is Required by LEA or State    ☐ Statement is NOT Required by LEA or State

The undersigned does hereby certify that they have reviewed the management plan and testify that the plan complies with ***LAC 33:III.2723*** of the Louisiana Air Quality regulations. (Statement may NOT be signed by a person who, in addition to preparing or assisting in preparing the Management Plan, also implements or will implement the Management Plan). If signed, attach copy of current management planner accreditation certificate behind Section F. (**optional as part of *LAC 33:III.2723.E***)

Name of Louisiana Accredited Reviewing Management Planner: \_\_\_\_\_

Reviewing Management Planner Signature: \_\_\_\_\_

Louisiana DEQ Accreditation No: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

**Section G**  
**Part I**

**RECORDKEEPING**

**PREVENTATIVE MEASURES/ RESPONSE ACTIONS**

For each preventative measure and response action performed after December 14, 1987, the local education agency or responsible party for the state building shall provide the following information:

- A. A detailed written description of the action taken. The description should include the following information. Attach behind Section G, Part I. (*LAC 33:III.2725.B.1*)
- Methods Used
  - Location of Measure or Action
  - Reason for Selection of Action
  - Names and Addresses of all Contractors Involved
  - Louisiana Accreditation Number of Contractor/Supervisor(s)
  - Storage or Disposal Site if ACM was Removed

- B. The name and signature of any person collecting air samples required at the completion of response actions. (*LAC 33:III.2725.B.2*) Note that the person conducting air monitoring must be LDEQ accredited as an asbestos Contractor/Supervisor.

Name	Accreditation No	Expiration Date	Signature

C. A written description of the locations where samples were collected. The following information should be included in the description. Attach behind Section G, Part I. (**LAC 33:III.2725.B.2**) Note that the laboratory conducting analysis of air samples must be a LELAP accredited lab. Attach a copy of the LELAP certificate behind Section G, Part I.

- Date of Collection
- Name and Address of Analyzing Laboratory
- Date of Analysis
- Results of Analysis
- Methods of Analysis
- Name and Signature of Analyst
- LELAP Laboratory Accreditation Certificate

**EMPLOYEE TRAINING:**

List each person required to be trained under *LAC 33:III.2721.A.1-3* and for supervisors who direct workers who may disturb ACM.

**Note:** all members of its custodial and maintenance staff who may work in a building that contains ACBM, whether or not they are required to disturb ACBM, shall receive **at least two hours of awareness training** within 60 days after commencement of employment; and staff who conduct any activities that will result in disturbance of 3 square or linear feet of ACBM shall receive **14 hours of additional training**. The following information must be provided for each employee trained. (*LAC 33:III.2725.C*) Attach behind Section G, Part I.

Name	Job Title	Date of Training Completed	Location of Training	Trainer/ Trainer Provider	Number of Hours Completed



**Section G**  
**Part II**

**SURVEILLANCE**

List each time that a periodic surveillance under *LAC 33:III.2721.B* is performed. (*LAC 33:III.2723.D*)

<b>Date of Periodic Surveillance</b>	<b>Name (Printed or Typed)</b>	<b>Louisiana Accreditation No.</b>	<b>Expiration Date</b>	<b>Changes in Conditions</b>

**Section G**  
**Part III**

**CLEANING**

List each time that cleaning under *LAC 33:III.2719.C* is performed. (*LAC 33:III.2725.E*)

<b>Date of Cleaning</b>	<b>Name (Printed or Type)</b>	<b>Locations Cleaned</b>	<b>Methods used to perform cleaning</b>

**Section G**  
**Part IV**

**O & M ACTIVITIES**

List the following information for each Operation and Maintenance activity conducted after December 14, 1987: (*LAC 33:III.2725.F*) Attach behind Section G, Part IV.

- Name of Person(s) Performing the Activity
- Start and Completion Dates for each Activity
- Location where Such Activity Occurred
- Description of Activity
- If Asbestos was Removed, the Name and Location of Storage or Disposal Site

**MAINTENANCE ACTIVITIES OTHER THAN SMALL SCALE SHORT DURATION (SSSD)**

List the following information for each time a major asbestos activity under *LAC 33:III.2719.E* is performed: (*LAC 33:III.2725.G*)  
Attach behind Section G, Part IV.

Name of the Person Performing the Activity	Start/Completion Dates	Location	Description of the Activity	If Asbestos was Removed Name and Location of Storage and Disposal Site

### **FIBER RELEASE EPISODE**

For each fiber release episode that has occurred post December 14, 1987, list the following information: (*LAC 33:III.2725.H*) Attach behind Section G, Part IV.

- Date and Location of Episode
- Method of Repair
- Preventive Measures or Response
- Name of Person Performing the Work
- If Asbestos was Removed, the Name and Location of Storage and Disposal Site

**DESIGNATED PERSON GENERAL RESPONSIBILITIES UNDER  
*LAC 33:III.Chapter 27***

Pursuant to ***LAC 33:III.2705.A*** and ***LAC 33:III.2723.H*** of the Louisiana Air Quality Regulations, (Asbestos-Containing Materials in Schools and State Buildings), each Management Plan must contain a true and correct statement, signed by the Designated Person, that certifies that the general Management Plan responsibilities have been met. This form is provided to assist you in complying with this portion of ***LAC 33:III.Chapter 27***.

School/Agency:			
Building Address:			
Designated Person:			
Designated Person's Address:			
City:	State:	Zip Code:	
Phone No:	Email:		

**ASSURANCES**

This asbestos Management Plan was developed and has been submitted pursuant to ***LAC 33:III.Chapter 27*** of the Louisiana Air Regulations, Asbestos-Containing Materials in Schools and States Buildings, and the undersigned does hereby certify that the Designated Person has and will ensure the following:

- ☐ 1) The activities of any person, who performs inspections, re-inspections, and periodic surveillance, develops and updates Management Plans, and develops and implements response actions, including operations and maintenance, are carried out in accordance with ***LAC 33:III.Chapter 27***.
- ☐ 2) All custodial and maintenance employees are properly trained as required in ***LAC 33:III.Chapter 27*** and all other applicable federal and/or state regulations (e.g., the Occupational Safety and Health Administration Asbestos Standard for Construction, the EPA Worker Protection Rule, or applicable state regulations).
- ☐ 3) All workers and building occupants, or their legal guardians, are informed annually about inspections, response actions, post-response action activities, including periodic re-inspection, if applicable, and surveillance activities, that are planned or in progress.
- ☐ 4) All short-term workers (e.g., telephone repair workers, utility workers, or exterminators etc.) who may come in contact with asbestos in a school are provided information

regarding the locations of ACBM and suspected ACBM assumed to be ACM.

- ☐ 5) All warning labels are posted in accordance with **LAC 33:III.2727**.
  - ☐ 6) All management plans are available for inspection and that notification of such availability has been provided as specified in the Management Plan under **LAC 33:III.2723.F**.
  - ☐ 7) The undersigned Designated Person pursuant to **LAC 33:III.2705.A.7** received adequate training as stipulated in **LAC 33:III.2705.A.8**.
  - ☐ 8) The Designated Person will consider whether any conflict of interest may arise from the interrelationship among accredited personnel and whether that should influence the selection of accredited personnel to perform activities under **LAC 33:III.Chapter 27**.
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Signature: \_\_\_\_\_  
Designated Person, pursuant  
to **LAC 33:III.2723.H**

Phone No: \_\_\_\_\_

Fax No. \_\_\_\_\_

Email Address: \_\_\_\_\_